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HANDBOOK

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RECORDS

TRAINING

This subject pertains to the development and direction of all Agency training programs.

TRAINING

1. Policies and Procedures

2. Facilities

3. Internal CIA Training
   Courses (optional case folder on each course
            to include subjects below)
   Requests
   Nominees and Candidates
   Evaluations
            Student
            Instructor/Course

4. External CIA Training
   Courses (optional case folder on each course
            to include subjects below)
   Requests
   Nominees and Candidates
   Evaluations
            Student
            Instructor/Course

5. Reports

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RECORDS

COLLECTION

This subject pertains to the Agency methods, sources, responsibilities and requirements involved in the collection of intelligence information.

COLLECTION

1.   Evaluations

     (Collection Program - Information Reports)

2.   Methods and Techniques

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3.   Planning and Coordination

     (Definition of Responsibilities - Procedures for Collection)

4.   Requirements

     (Guides, Reading Requirements - Requests - Directives - Responsibilities)

5.   Sources

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6.   Printed Matter

     (Publications - Newspaper - Periodicals - Documents - Maps - Charts)

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